



# Truckee Donner

## Recreation and Park District

8924 Donner Pass Rd, Truckee California 96161  
PHONE: (530) 582-7720 FAX: (530) 582-7724

### Regular Meeting Notice

**Truckee-Donner Recreation and Park District Board of Directors**  
**Thursday, January 28, 2016, 6:00 P.M.**

**Truckee Community Recreation Center, 8924 Donner Pass Road**

**Teleconference Location: (Director Brady will call in)**  
**Marriott's Summit Watch**  
**Lobby Conference Room**  
**780 Main Street**  
**Park City, Utah**

The Board of Directors welcomes you to its meetings; your interest is encouraged and appreciated. Copies of the agenda and correspondence may be obtained at the District office.

### Agenda

1. **OPEN MEETING – 6:00 P.M.**
2. **Roll Call –**
3. **Public Comment –** This is the opportunity for members of the public to address the board on any matter not on the agenda. Please state your name for the record. Comments are limited to three minutes in order for all interested parties to have an opportunity to speak. No action shall be taken by the board on items not appearing on the agenda (Government Code Section 54954.2 – Brown Act). The board may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting. District meetings are recorded for transcription purposes.  
**Agenda Item Process –** The board will follow the process below on each agenda item:
  1. Staff report.
    - a) Questions from the board to staff.
  2. Applicant presentation.
    - a) Questions from the board to the applicant.
  3. Public comment – Limited to three minutes.
  4. Board deliberations and discussion.
  5. Board action (if action needs to be taken).
4. **Board Elections –**
  - 4.1 Election of Board Chairman.
  - 4.2 Election of Board Vice-Chairman.
  - 4.3 Election of Board Secretary.
5. **Marketing Report –**
  - 5.1 Review of the District marketing report.
6. **Old Business –**
  - 6.1 Update on the Tahoe-Pyramid Bikeway project.
  - 6.2 Discussion/possible action on the Truckee Aquatic Center project.
    - a) Project update.
    - b) Discussion/possible action on change orders for the Aquatic Center project.

c) Discussion/possible action on the construction timeline for the Aquatic Center project.

6.3 Discussion/possible action regarding Comprehensive Facility Condition Assessment and Energy Audit.

6.4 Discussion/possible action regarding the District Strategic Plan.

1. Nurturing partnerships
2. Implementing responsive programming
3. Organizational excellence
4. Caring for our facilities and parks
5. Building awareness and loyalty
6. Financial health

a) Strategic Plan matrix.

6.5 Discussion/ possible action on what to do with the Community Swimming Pool building located at the high school.

6.6 Discussion/possible action regarding the District's retirement plan for permanent full-time, permanent part-time, and some part-time/seasonal employees.

## **7. New Business –**

7.1 Discussion/possible action on developing a Request for Proposal for a Concessionaire for the Truckee Bike Park at Riverview Sports Park.

7.2 Annual approval of Nevada County authorized signature sheet (Board and personnel authorized to request payments).

7.3 Review and approval of updated job descriptions.

7.4 Review and approval of revised District salary schedule.

7.5 Discussion/possible action regarding District succession planning.

a) Succession planning presentation.

b) Discussion/possible action regarding forming a board subcommittee for succession planning.

7.6 Discussion/possible action regarding a District salary compensation study and survey.

7.7 Discussion/possible action on District surplus equipment.

7.8 Discussion/possible action on refinancing the District's 2007 Certificate of Participation.

## **8. Special Announcements –**

## **9. Minutes –**

9.1 Approval of the minutes of the special board meeting of November 19, 2015.

## **10. Financial Report –**

10.1 Approval of District check registers.

10.2 Review of District financial report.

10.3 Approval of District miscellaneous journal entries.

10.4 FY 2014-2015 District Audit update.

## **11. Information Technology –**

11.1 Review of the District information technology report.

a) Discussion/possible action on a new District logo.

b) Update on new District web page.

**12. Reports –** General Manager, Recreation Superintendent, and Park Superintendent may make a brief report on their activities.

### **12.1 General Manager –**

a) Update on HVAC system at the Community Art Center.

b) Upcoming Truckee Public Art Committee Activities.

### **12.2 Recreation Division –**

a) Review of monthly division report.

### **12.3 Park Division –**

a) Review of monthly division report.

b) Update on winter facility projects.

**13. Board Subcommittees –**

- 13.1 Finance/Audit Committee (Standing Committee – Murphy and Casey).
- 13.2 Aquatic Center Project (Standing Committee – Murphy and Werbel).
- 13.3 Comprehensive Facility Condition Assessment (Standing Committee – Casey and Werbel).
- 13.4 Branding Committee (Ad Hoc Committee – Werbel and York).
- 13.5 Aquatic Center Wall of Recognition (Ad Hoc Committee – Murphy and Casey).

**14. Additional Matters of Interest to Board Members –** Board members may make a brief announcement or report.

**15. Closed Session (Government Code Section 54957) –**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: General Manager

**16. Adjournment –**

Agenda posted and mailed on January 22, 2016

---

Blanca Gonzalez, Administrative Assistant